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**DRAFT Legal Action Report – Meeting Minutes**  
**Design Review Board (DRB)**

Members of the Design Review Board (DRB) held a meeting, which was open to the public on:

**Date and Time: Friday, October 20, 2023, 7:30 a.m.**

**Location: Meeting was held virtually using Microsoft Teams**

<b>1. Call to Order / Roll Call</b>	<b>7:34 AM</b>
Paige Anthony	Absent
Rosemary Bright, Vice Chair	Absent
Caryl Clement	Present
Susannah Dickinson	Absent
Nathan Kappler	Absent
Grace Schau	Present
Chris Stebe, Chair	Present

**A quorum was established.**

- 2. Review and Approval of the 9/15/2023 LAR and Meeting Minutes** **Action Taken**  
Motion was made by Chair Stebe to approve the LAR and draft minutes of September 15, 2023. Motion was duly seconded by Member Schau. All in favor. Motion passed 3-0.

- 3. Call to the Audience**  
No speakers present.

- 4. Activity # [SD-0723-00080](#)**  
**Related Activity # [TC-COM-0723-01639](#), [TD-DEV-0723-00320](#)**  
**[110 E Pennington St \(Parcel # 11712001A\)](#)**

**OCR-2 Zoning**  
**RNA Review**

**Action Taken**

Staff introduced the project and the applicant presented. The applicant provided the following clarifications in response to DRB questions:

- The roof over the existing patio will remain as it is; the proposed patio extension will be located under the existing parking garage above;
- The gate between the existing patio and the proposed addition will be removed;

- c) The proposed fence will leave 6 feet clearance for pedestrians between the patio and columns supporting the parking garage, and 10'6" between the patio and the curb;
- d) There is an existing gate on the patio; handles to the gate will be added for use as an emergency exit; and
- e) Proposed black color will be changed to match the existing patio's color.

Motion was made by DRB Member Clement to recommend to the PDSO director approval, finding the project in compliance with the Design Standards set forth in UDC Sections 5.12.7.C 1-15 and 5.12.7.D, subject to the following conditions: 1) The gate between the existing patio and the proposed addition along the north side of the patio is removed from site plans, as intended by the applicant; and 2) The black color of the proposed fence is to be revised to match the color of the existing fence. The motion was duly seconded by DRB Member Schau. Motion passed by a voice vote of 3-0. Motion passed unanimously.

#### **5. Staff Announcements**

#### **Informational**

There are no formal submissions for DRB review at this time. There are currently no updates on the multi-family housing project at Congress and the I-10. DRB member Clement has kindly volunteered and has been authorized by the Mayor and Council to serve for another 4-year term in the DRB.

#### **6. Adjournment**

Meeting adjourned at 8:08 AM.